



Jim Doyle  
Governor

Helene Nelson  
Secretary

1 WEST WILSON STREET  
P O BOX 8916  
MADISON WI 53708-8916

Telephone: 608-267-3905  
FAX: 608-266-6836  
dhfs.wisconsin.gov

**State of Wisconsin**

**Department of Health and Family Services**

**Program Enhancement Plan  
Out-of-Home Care Committee Meeting Agenda**

Pyle Center

702 Langdon Street, Rm. 235

9:00 am – 3:00 pm

October 27, 2005

- |      |  |                  |
|------|--|------------------|
| I.   | Welcome and Introductions<br><i>Bill Orth, Sauk County</i><br>Updates from the federal Administration for Children and Families (ACF)<br><i>Kate Johnson, DCFS</i>   | 9:00 – 9:15 am   |
| II.  | Workgroup breakout sessions <ul style="list-style-type: none"><li>• Permanency Planning and Birth Family Involvement<br/>Trial Home Visit discussion from 9:15 – 10:15 am.</li><li>• Services to Foster Families and Permanency Planning<br/>Review comments from the bulletin board about the support plan numbered memo from 11:30 – 12:00 pm.</li></ul>                                   | 9:15 – 12:00 pm  |
| III. | Lunch  | 12:00 – 12:45 pm |
| IV.  | Workgroup updates<br>Report on the progress or status of Q4 items and identify any remaining steps for those items.  | 1:45 – 2:45 pm   |
| V.   | Full Committee Discussion <ul style="list-style-type: none"><li>• Legislative updates</li><li>• Update regarding action steps that have moved out of the Committee</li><li>• Year 2 Out-of-Home Care Committee strategic planning</li></ul>  | 12:45 – 1:45 pm  |
| VI.  | Next meetings<br><i>Note:</i> As of November 1, 2005, Wisconsin is halfway through our PEP period.<br><i>Reminder:</i> The November and December meetings dates have been adjusted due to holidays. The new meeting dates are: <ul style="list-style-type: none"><li>✓ Friday, November 18</li><li>✓ Friday, December 16</li></ul> The meeting time remains the same from 9:00 am – 3:00 pm. | 2:45 – 3:00 pm   |

**Program Enhancement Plan  
Out-of-Home Care Committee Meeting Agenda  
October 27, 2005**

Workgroup Tasks for Quarter 4

*Permanency Planning*

- D.3. Informational materials for perm plan reviewers. Survey of current use of perm plan review panels and development of pamphlet are currently underway. *Survey was entered into online format and is being edited. Brochure was reposted to the Bulletin Board in early October and comments will be reviewed.*
- P.3. Conduct survey about foster parent involvement/input in court proceedings (with SFF) – *Workgroups determined that we already know the status of foster parent involvement and will proceed with recommendations in PEP without an additional survey.*
- C.1.b.1)-2) Draft a trial home visit policy (with BFI). *In development.*
- C.1.c.1) Develop other program responses to address factors contributing to re-entry into care. *Waiting for data analysis.*
- C.2.b. Determine best response to placement instability.
- K.1.a.4) Develop requirement for developing support plans for foster parents by numbered memo and later HFS 44. *Draft memo with 2 copies of support plans went on the bulletin board on 10-19-05.*

*Birth Family Involvement*

- E.1.a. Issue policy/guidance for clearly documenting efforts and reasons for not placing siblings together when placement as a group is not possible. *Memo is with BPP for review.*
- H.4. Conduct survey of tribes and counties in terms of the utilization of relatives as placement resources. This item will be distributed as soon as the BPP Director gives final approval. *Survey was entered into online program and is being edited.*
- C.1.b.1)-2) Draft a trial home visit policy (with BFI). *In development.*
- I.1. ID policies impacting the involvement of noncustodial parents and their relatives (due Q6).
- Additional work tasks  
H.1. Family Member Engagement

*Services to Foster Families*

- K.1.a.3) Make recommendations for meeting the needs of foster parents for services and supports. *Memo was moved to DCFS for finalization. Committee work on this item is completed.*
- E.3.1) Propose the elimination of the limit of 6 kids in a foster home. *In discussion.*
- K.1.a.4) Develop requirement for developing support plans for foster parents by numbered memo and later HFS 44. (with PP) *See Permanency Planning update above.*
- K.2.a. Develop an instrument to assess foster children's need to provide better information to foster parents. *In development – seeking additional clarification from DCFS.*